



DATE:

June 23, 2015

APPROVED
BY:

Russell D. Schaedlich, Secretary

MINUTES OF THE LAKE COUNTY PLANNING COMMISSION

May 26, 2015

The Lake County Planning Commission hereby finds and determines that all formal actions were taken in an open meeting of this Planning Commission and that all the deliberations of the Planning Commission and its committees, if any, which resulted in formal actions, were taken in meetings open to the public in full compliance with applicable legal requirements, including Section 121.22 of the Ohio Revised Code.

Chair Morse called the meeting to order at 5:31 p.m.

ROLL CALL

The following members were present: Messrs. Brotzman, Graham (alt. for Adams), Martin (alt. for Troy), Morse, Schaedlich, Siegel, and Ms. Hausch. Legal Counsel present was Assistant Prosecutor Gianine Germano. Planning and Community Development Staff present were Mr. Radachy, Ms. Jordan and Ms. Truesdell.

MINUTES

Ms. Hausch moved and Mr. Graham seconded the motion to approve the April 28, 2015 minutes.

All voted "Aye".

Mr. Brotzman arrived at 5:36 p.m.

FINANCIAL REPORT

Mr. Siegel moved and Ms. Hausch seconded the motion to accept the April 2015 Financial Report.

All voted "Aye".

PUBLIC COMMENT

There was no comment from the public.

LEGAL REPORT

There were no legal issues to report.

DIRECTOR'S REPORT

Mr. Radachy reported on the following items:

- Monica Jordan has been hired for the new position of Planner 1. She started April 13th on a part-time basis and started full-time on May 11th after graduating from Cleveland State University with a degree in Urban Planning. She had some experience from Bainbridge Township and will be working on zoning, retail study, and subdivision administration.
- An APA audio Big Chance webinar was held on May 13th. Staff attended a Social Media Webinar sponsored by County Commissioners Association of Ohio on government.
- Staff attended a meeting on "Managing Family Medical Leave and Responding to Employee Abuse/Misuse". It was sponsored by the County Risk Sharing Authority or CORSA.
- Gerri Hausch was recognized by the Lake County History Center in their May 2015 newsletter for her 30 years of service to the Planning Commission. They are proud to have her as part of their volunteer family.

ANNOUNCEMENTS

There were no announcements.

SUBDIVISION REVIEW

There were no subdivisions submitted for review.

SUBDIVISION ACTIVITY REPORT

Mr. Radachy gave the following update:

- Quail Highlands, Phase 3 in Concord was a lot split plat we approved of in December. There were issues with getting the utility easement signed, but it is done.
- Concord Ridge Phase has been approved by the County Engineer, Sanitary Engineer, and Planning Commission. The Improvement Plans should be on the Commissioners' agenda so they can commence construction. They are doing the Lake County Dream Home so they have time constrictions.
- A group of subdivision reviewers met to begin review of Lake County Subdivision Regulations since they have not been reviewed in three years.

LAND USE AND ZONING REVIEW

Madison Township – Zoning Text Amendments – Conditions for Bed and Breakfast, Section 142.4.5.24 and Section 101, Definitions

Mr. Radachy said that the Land Use and Zoning Committee did not meet to review this case because they were just small text changes. He introduced Ms. Jordan to give the staff report. She said staff recommended approval with the following modifications:

- Reference the requirement for meeting provisions in Section 142.4.5.24 in the Bed and Breakfast definition, Section 101.
- Section 101 defines Bed and Breakfasts as "A private owner-occupied dwelling...". Section 142.4.5.24.1 should list this as a requirement.
- Consider implementation of the following provisions:
 - Evidence of adequate sewage systems and water systems
 - Floor plan designating exit and evacuation routes
 - Readily accessible fire extinguishers
 - Submission of floor plan with permit application
 - Renewal of the conditional use permit after a designated time period
 - Parking screened from view, including space for service delivery and refuse collection
 - Log book of guests and dates of stay
 - Restriction of room additions or alteration to building exterior
 - Designated sign placement requirements
- Consider including the fee for permit submission.

Mr. Brotzman said His Majesty's Bed and Breakfast, in Madison Village, does not have an owner residing there at night, even when there are guests.

Mr. Radachy said that is because it is probably zoned commercial and the proposed language is for a residential zone. The primary use of the bed and breakfast is still to be single family. Madison Township can have a bed and breakfast as a hotel.

Mr. Siegel moved to accept the recommendation of staff and recommend approval of the zoning text amendments for Conditions for Bed and Breakfast, Section 142.4.5.24 and Section 101 in Madison Township. Ms. Hausch seconded the motion.

All voted "Aye".

REPORTS OF SPECIAL COMMITTEES

Coastal Plan Committee

Mr. Radachy said the Coastal Plan Committee did not meet this month. Included in the handout is a summary sheet filed by Peter Zahirsky, Coastal Manager of the Port and Economic Development Authority. He detailed work done on the Mentor Harbor channel, the Fairport bike route, and the Fairport Harbor waterfront development.

CORRESPONDENCE

There was no correspondence.

OLD BUSINESS

Mr. Radachy said there was no old business.

NEW BUSINESS

Subdivision Regulations Departmental Reviewers Meeting

Mr. Radachy asked Ms. Jordan to report on the results of the meeting.

Ms. Jordan said that at the subdivision departmental reviewers meeting on May 11th, members focused on ways in which the Regulations may be improved. Amendments to the following components of the Subdivision Regulations have been proposed:

- The process for which maintenance bonds are requested
- The inclusion of local watersheds in the Preliminary Plan
- New language for temporary/unnecessary improvements

Mr. Radachy said staff is going to be researching these items before a committee is formed and recommendations are made. He advised members to consider selecting a subcommittee to review these proposed changes.

Mr. Schaedlich said that since so many members are absent, it would be best to delay any selection of members until it is considered by the Commission at the next meeting.

2015 Northeast Ohio Planning and Zoning Workshop

Mr. Radachy said tomorrow is the last day to register for the workshop to be held on Friday, June 5th. There are twelve sessions ranging from land banks to new septic regulations the State has adopted.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Mr. Siegel moved and Mr. Brotzman seconded the motion to adjourn the meeting.

All voted "Aye".

The meeting adjourned at 5:50 p.m.